

ENTERPRISE FUNDS



This section contains the budgets for two of the City’s enterprise funds. Two other enterprise funds for electric and water are located in the Burbank Water and Power section. These funds are used to account for operations financed and operated in a manner similar to a private business enterprise.

The funds in this section include:

Water Reclamation and Sewer Fund	Fund 494
Refuse Collection and Disposal Fund	Fund 498

Water Reclamation and Sewer Fund

Fund 494



The City's Water Reclamation Plant and Sewer System is run as a separate enterprise, funded exclusively by sewer connection fees and monthly charges. General Fund revenues are not used to support this fund's operations, which is administered by the Public Works Department.

ABOUT WATER RECLAMATION & SEWER FUND

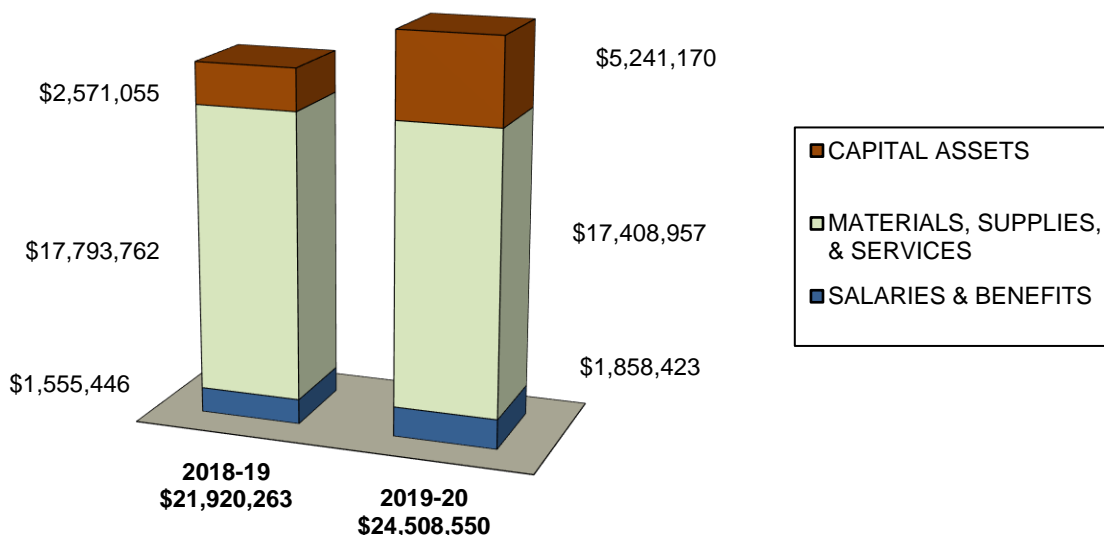
The Wastewater Systems Division, which administers the Water Reclamation and Sewer Fund, is comprised of four sections: Engineering and Design, Industrial Waste Permitting and Inspection, Plant Operations and Maintenance, and Collection System Maintenance. Engineering and Design and Collection System Maintenance are provided by City staff. Operation and maintenance of the City's Water Reclamation Plant, Industrial Waste Monitoring, and some aspects of enforcement are all provided by contracted professional services.

Other program functions consist of issuing sewer permits, collecting and updating sewer fees, preparing reports and studies relating to the City's Sewer Master Plan and infrastructure needs, repair of existing sewer infrastructure, and design/construction of new sewer infrastructure. Additionally, this division is responsible for answering and addressing customer billing inquiries, processing Sewer Lateral User Rebate Program (SLURP) rebates, and coordinating activities with the City of Los Angeles, state and federal regulating agencies.

FUND SUMMARY

	EXPENDITURES FY2017-18	BUDGET FY2018-19	BUDGET FY2019-20	CHANGE FROM PRIOR YEAR
Staff Years	11.547	11.547	11.897	0.350
Total Revenue	\$ 17,678,657	\$ 18,522,000	\$ 19,454,680	\$ 932,680
Salaries & Benefits	\$ 1,518,447	\$ 1,555,446	\$ 1,858,423	\$ 302,977
Materials, Supplies & Services	13,313,589	17,793,762	17,408,957	(384,805)
Capital Assets	1,112,341	2,571,055	5,241,170	2,670,115
TOTAL	\$ 15,944,377	\$ 21,920,263	\$ 24,508,550	\$ 2,588,287

FUND SUMMARY



Water Reclamation and Sewer Fund

Engineering and Design Section

494.PW23A



The Engineering & Design Section provides for present and future needs of the community related to the collection, treatment, and disposal of residential, commercial and industrial wastewater in compliance with federal, state, and local regulatory agencies; coordinates with other public agencies and organizations for wastewater management and permitting; and organizes, plans, and performs all administrative, operational, and maintenance functions for wastewater related facilities and capital improvement projects.

OBJECTIVES

- Administer the operation and maintenance contract for the City's Water Reclamation Plant and associated facilities.
- Coordinate with other City departments on projects related to sewage collection, treatment and disposal.
- Issue sewer/excavation permits for properties repairing an existing private sewer lateral or installing a new lateral connection.
- Answer and address customer billing inquiries.
- Process Sewer Lateral User Rebate Program (SLURP) rebates.
- Condition private development with industrial pretreatment (i.e., grease interceptor, clarifier) and sewer backwater valves.
- Coordinate with the City of Los Angeles for all activities related to contracts between Burbank and LA for the conveyance, treatment and disposal of wastewater and waste sludge to the LA Wastewater Treatment System.
- Coordinate with U.S. Environmental Protection Agency (EPA), State and Regional Water Quality Control Boards, and South Coast Air Quality Management District for regulations pertaining to the Burbank Water Reclamation Plant.
- Plan, design and execute capital improvement projects for present and future wastewater management facility needs.
- Perform all tasks related to the establishment and implementation of sewer service and facilities charges.

CHANGES FROM PRIOR YEAR

The Water Reclamation and Sewer Division was reorganized and a Senior Civil Engineer position was upgraded to a Principal Civil Engineer. Salary and benefits for the upgrade is 30 percent funded by the Engineering and Design Section. The Administration Division was reorganized and as such, 10 percent of the Senior Administrative Analyst position previously funded by the General Fund is now funded by the Water Reclamation and Sewer Division. The Water Reclamation and Sewer Division also funds 25 percent of the Financial Analyst position that was approved as part of the FY 2018-19 mid-year financial report.

	EXPENDITURES FY2017-18	BUDGET FY2018-19	BUDGET FY2019-20	CHANGE FROM PRIOR YEAR
Staff Years	2.447	2.447	2.797	0.350
60001.0000 Salaries & Wages	\$ 286,908	\$ 245,324	\$ 302,467	\$ 57,143
60006.0000 Overtime - Non-Safety	324	3,255	3,255	
60012.0000 Fringe Benefits	34,996	43,008	50,056	7,048
60012.1008 Fringe Benefits:Retiree Benefits	1,671	1,585	1,900	315
60012.1509 Fringe Benefits:Employer Paid PERS	23,161	21,743	29,303	7,560
60012.1528 Fringe Benefits:Workers Comp	3,214	3,440	3,445	5
60012.1531 Fringe Benefits:PERS UAL	32,900	37,149	56,995	19,846
60020.0000 Projects Salaries	156,526	-	-	
60020.1000 Projects Salaries:Capitalized	(769)	-	-	
60021.0000 Projects Salaries Overhead	42,449	-	-	
60021.1000 Projects Salaries Overhead:Capitalized	(361)	-	-	
60022.0000 Car Allowance	647	-	-	
60027.0000 Payroll Taxes Non-Safety	3,980	3,557	4,386	829
60031.0000 Payroll Adjustments	265	-	-	
Salaries & Benefits	585,912	359,061	451,807	92,746

Water Reclamation and Sewer Fund

Engineering and Design Section

494.PW23A



	EXPENDITURES FY2017-18	BUDGET FY2018-19	BUDGET FY2019-20	CHANGE FROM PRIOR YEAR
62085.0000 Other Professional Services	\$ 142,406	\$ 260,000	\$ 310,000	\$ 50,000
62140.0000 Special Services	-	3,000	3,000	
62220.0000 Insurance	506,003	792,592	625,041	(167,551)
62235.0000 Services of Other Dept - Indirect	266,877	257,478	242,144	(15,334)
62240.0000 Services of Other Dept - Direct	809	977	976	(1)
62300.0000 Special Dept Supplies	934	1,200	1,500	300
62420.0000 Books & Periodicals	200	200	200	
62475.0000 Fund 532 Vehicle Equip Rental Rate	40,499	33,707	40,980	7,273
62485.0000 Fund 535 Communications Rental Rate	21,063	17,205	18,089	884
62496.0000 Fund 537 Computer System Rental	15,220	47,130	63,420	16,290
62755.0000 Training	356	5,500	5,000	(500)
62895.0000 Miscellaneous Expenses	361	1,000	1,000	
63005.0000 Depreciation-Buildings	628,188	273,735	57,441	(216,294)
63010.0000 Depreciation-Infrastructure	3,062	3,060	3,060	
Materials, Supplies & Services	1,625,980	1,696,784	1,371,851	(324,933)
Total Expenses	\$ 2,211,892	\$ 2,055,845	\$ 1,823,658	\$ (232,187)

Water Reclamation and Sewer Fund

Industrial Waste and Inspection Section

494.PW23B



The Industrial Waste Permitting & Inspection Section provides industrial/commercial wastewater management to fully comply with federal, state, and local regulations.

OBJECTIVES

- Develop and enforce the local pretreatment program and enforcement regulations in full conformance with the U.S. EPA, California Regional Water Quality Control Board, State Water Resources Control Board and other local agency regulations.
- Coordinate with appropriate federal, state and local agencies regarding industrial/commercial wastewater management.
- Administer the contract for field activities of the local pretreatment program/enforcement.
- Plan, develop, and execute industrial waste capital improvement projects.
- Coordinate and facilitate U.S. EPA Pretreatment Compliance inspections/audits.
- Comply with the National Pollution Discharge Elimination System (NPDES) MS4 and Industrial Storm Water permits.

CHANGES FROM PRIOR YEAR

The Water Reclamation and Sewer Division was reorganized, and a Senior Civil Engineer position was upgraded to a Principal Civil Engineer. The cost of the upgrade is 60 percent funded by the Industrial Waste Permitting & Inspection Section.

	EXPENDITURES FY2017-18	BUDGET FY2018-19	BUDGET FY2019-20	CHANGE FROM PRIOR YEAR
Staff Years	1.250	1.250	1.250	
60001.0000 Salaries & Wages	\$ 159,414	\$ 139,071	\$ 152,195	\$ 13,124
60006.0000 Overtime - Non-Safety	154	-	-	
60012.0000 Fringe Benefits	15,575	23,035	23,225	190
60012.1008 Fringe Benefits:Retiree Benefits	891	810	971	161
60012.1509 Fringe Benefits:Employer Paid PERS	12,760	12,326	14,745	2,419
60012.1528 Fringe Benefits:Workers Comp	1,863	1,905	1,659	(246)
60012.1531 Fringe Benefits:PERS UAL	22,908	26,095	31,515	5,420
60020.0000 Projects Salaries	60,424	-	-	
60020.1000 Projects Salaries:Capitalized	(5,017)	-	-	
60021.0000 Projects Salaries Overhead	19,104	-	-	
60021.1000 Projects Salaries Overhead:Capitalize	(1,067)	-	-	
60027.0000 Payroll Taxes Non-Safety	2,190	2,017	2,207	190
60031.0000 Payroll Adjustments	110	-	-	
Salaries & Benefits	289,310	205,259	226,517	21,258
62085.0000 Other Professional Services	\$ 39,492	\$ 165,000	\$ 170,000	\$ 5,000
62170.0000 Private Contractual Services	1,588,707	1,638,047	1,685,034	46,987
62235.0000 Services of Other Dept - Indirect	104,010	96,157	89,957	(6,200)
62420.0000 Books & Periodicals	-	1,000	1,000	
62435.0000 General Equipment Maint & Repair	136,308	154,261	186,882	32,621
62496.0000 Fund 537 Computer System Rental	346	4,722	3,943	(779)
62700.0000 Memberships & Dues	32,001	22,515	22,515	
62755.0000 Training	-	575	-	(575)
62895.0000 Miscellaneous Expenses	23	200	200	
Materials, Supplies & Services	1,900,887	2,082,477	2,159,531	77,054
Total Expenses	\$ 2,190,197	\$ 2,287,736	\$ 2,386,048	\$ 98,312

Water Reclamation and Sewer Fund

Plant Operations and Maintenance Section

494.PW23C



The Plant Operations and Maintenance Section provides the treatment and disposal of residential, commercial, and industrial wastewater generated in the City and protects the receiving water quality.

OBJECTIVES

- Treat approximately 8 million gallons per day of industrial, commercial, and residential wastewater at the City's Water Reclamation Plant.
- Produce a consistent reliable source of recycled water for City use.
- Oversee contract operation of the City's Water Reclamation Plant.
- Coordinate with U.S. EPA, State Water Resources Control Board, and California Regional Water Quality Control Board relative to obtaining and complying with necessary permits, reporting requirements, etc.
- Evaluate, plan, design, and execute capital improvement projects needed to meet the City's Water Reclamation Plant NPDES permit requirements.

CHANGES FROM PRIOR YEAR

The Wastewater Division was reorganized and a Senior Civil Engineer position was upgraded to a Principal Engineer position. The cost of the upgrade is 10 percent funded by the Plant Operations and Maintenance Section. The \$3.4 million Capital budget includes funding for various sanitary sewer repair/upgrade projects.

	EXPENDITURES FY2017-18	BUDGET FY2018-19	BUDGET FY2019-20	CHANGE FROM PRIOR YEAR
Staff Years	0.850	0.850	0.850	
60001.0000 Salaries & Wages	\$ 112,738	\$ 111,918	\$ 119,618	\$ 7,700
60006.0000 Overtime - Non-Safety	51	-	-	
60012.0000 Fringe Benefits	14,790	16,464	16,705	241
60012.1008 Fringe Benefits:Retiree Benefits	566	551	660	109
60012.1509 Fringe Benefits:Employer Paid PERS	9,555	9,919	11,589	1,670
60012.1528 Fringe Benefits:Workers Comp	1,429	1,533	1,304	(229)
60012.1531 Fringe Benefits:PERS UAL	17,293	16,975	23,601	6,626
60020.0000 Projects Salaries	(131,710)	-	-	
60020.1000 Projects Salaries:Capitalized	5,786	-	-	
60021.0000 Projects Salaries Overhead	(38,108)	-	-	
60021.1000 Projects Salaries Overhead:Capitalized	1,428	-	-	
60027.0000 Payroll Taxes Non-Safety	1,618	1,623	1,734	111
60031.0000 Payroll Adjustments	244	-	-	
Salaries & Benefits	(4,320)	158,983	175,211	16,228
62000.0000 Utilities	\$ 760,202	\$ 850,000	\$ 850,000	
62085.0000 Other Professional Services	-	120,000	120,000	
62135.0000 Governmental Services	-	3,549,600	3,385,575	(164,025)
62170.0000 Private Contractual Services	2,617,063	2,702,446	2,777,283	74,837
62230.0000 PSD Billing Service	910,000	910,000	910,000	
62235.0000 Services of Other Dept - Indirect	265,209	318,454	278,404	(40,050)
62316.0000 Software & Hardware	-	12,000	12,000	
62420.0000 Books & Periodicals	-	150	150	
62435.0000 General Equipment Maint & Repair	126,954	120,250	93,200	(27,050)
62475.0000 Fund 532 Vehicle Equip Rental Rate	8,531	8,643	7,399	(1,244)
62496.0000 Fund 537 Computer System Rental	1,134	11,794	8,019	(3,775)
62735.0000 Emission Credits	137,045	150,000	170,000	20,000
62755.0000 Training	-	395	-	(395)

Water Reclamation and Sewer Fund

Plant Operations and Maintenance Section

494.PW23C



	EXPENDITURES FY2017-18	BUDGET FY2018-19	BUDGET FY2019-20	CHANGE FROM PRIOR YEAR
62820.0000 Bond Interest & Redemption	378,146	339,875	295,625	(44,250)
62825.0000 Bond Issuance Costs	(128,133)	(130,133)	(117,381)	12,752
62830.1000 Credit Card Merchant Fees	5,127	14,000	14,000	
62895.0000 Miscellaneous Expenses	15	150	150	
63000.0000 Depreciation-Land	315,724	315,720	315,720	
63005.0000 Depreciation-Buildings	922,686	922,680	922,680	
63010.0000 Depreciation-Infrastructure	1,011,614	1,011,624	1,012,320	696
63015.0000 Depreciation-Machinery & Equipment	288,101	245,961	260,448	14,487
63020.0000 Depreciation-Interest In Other Fac	816,341	816,336	816,336	
63025.0000 Depreciation-Other Utility Assets	15,602	15,600	15,600	
Materials, Supplies & Services	8,451,361	12,305,545	12,147,528	(158,017)
15022.0000 Buildings-Work In Progress	\$ 991,567	\$ 966,937	\$ 889,170	\$ (77,767)
15032.0000 Infrastructure-Work In Progress	103,259	-	3,400,000	3,400,000
15052.0000 Interest in Other Fac-Work in Progress	-	1,082,800	797,000	(285,800)
Capital Assets	1,094,825	2,049,737	5,086,170	3,036,433
Total Expenses	\$ 9,541,866	\$ 14,514,265	\$ 17,408,909	2,894,644

Water Reclamation and Sewer Fund

Sewer Maintenance Program

494.PW23D



Collection System Maintenance consists of a seven person sewer crew and four vehicles: a combo vactor-jet truck, a jet truck, a CCTV inspection van, and a pickup truck. The crew cleans approximately all 230 miles of the City's sewer collection system each year and video inspects approximately 45 miles per year.

OBJECTIVES

- Clean 230 miles of the City's sewer system.
- Respond to all reported sewer stoppages.
- Check and clean the Mariposa pump house twice a month.
- Check and clean various trouble areas, siphons, manholes, restaurants, and mainlines with root problems on a monthly basis.
- Oversee the sewer maintenance hole pest prevention spraying efforts.
- Repair and remodel manholes, and construct and repair sewer and drainage lines.
- Check five stormwater pump houses before and during storms for operational readiness.
- Video inspect main sewer lines for damage assessment.

	EXPENDITURES FY2017-18	BUDGET FY2018-19	BUDGET FY2019-20	CHANGE FROM PRIOR YEAR
Staff Years	7.000	7.000	7.000	
60001.0000 Salaries & Wages	\$ 413,226	\$ 476,000	\$ 525,390	\$ 49,390
60006.0000 Overtime - Non-Safety	6,954	32,906	32,906	
60012.0000 Fringe Benefits	73,824	111,411	112,304	893
60012.1008 Fringe Benefits:Retiree Benefits	3,630	4,536	5,435	899
60012.1509 Fringe Benefits:Employer Paid PERS	33,269	42,188	50,900	8,712
60012.1528 Fringe Benefits:Workers Comp	67,601	67,830	69,351	1,521
60012.1531 Fringe Benefits:PERS UAL	76,410	90,370	82,984	(7,386)
60012.1532 Fringe Benefits:PERS UAL One-Time	-	-	118,000	118,000
60015.0000 Wellness Program Reimbursement	450	-	-	
60020.0000 Projects Salaries	17,449	-	-	
60021.0000 Projects Salaries Overhead	7,288	-	-	
60027.0000 Payroll Taxes Non-Safety	6,148	6,902	7,618	716
Salaries & Benefits	706,250	832,143	1,004,888	172,745
62000.0000 Utilities	\$ -	\$ 34,000	\$ 34,000	
62135.1011 Govt Svcs:Sewer Rebate	9,600	13,300	13,300	
62170.0000 Private Contractual Services	188,135	410,000	500,000	90,000
62235.0000 Services of Other Dept - Indirect	951,271	899,944	917,293	17,349
62300.0000 Special Dept Supplies	14,762	22,550	22,550	
62380.0000 Chemicals	21	10,900	10,900	
62405.0000 Uniforms & Tools	2,357	3,300	3,300	
62430.0000 Auto Equipment Maint & Repair	82	-	-	
62435.0000 General Equipment Maint & Repair	24,257	43,326	43,326	
62475.0000 Fund 532 Vehicle Equip Rental Rate	87,925	72,960	61,811	(11,149)
62485.0000 Fund 535 Communications Rental Rate	16,529	11,812	11,295	(517)
62496.0000 Fund 537 Computer System Rental	2,607	147,564	86,112	(61,452)
62700.0000 Memberships & Dues	1,180	1,500	1,500	
62755.0000 Training	-	4,500	6,000	1,500
63010.0000 Depreciation-Infrastructure	-	-	348	348
63015.0000 Depreciation-Machinery & Equipment	36,622	33,300	18,312	(14,988)
Materials, Supplies & Services	1,335,348	1,708,956	1,730,047	21,091
15032.0000 Infrastructure-Work In Progress	\$ 17,516	\$ -	\$ 30,000	\$ 30,000
15042.0000 Machinery & Equip-Work in Progress	-	-	125,000	125,000
15101.0000 Vehicles - Clearing	-	521,318	-	(521,318)
Capital Assets	17,516	521,318	155,000	(366,318)
Total Expenses	\$ 2,059,114	\$ 3,062,417	\$ 2,889,935	\$ (172,482)

Water Reclamation and Sewer Fund

Authorized Positions



CLASSIFICATION TITLES	STAFF YEARS FY2017-18	STAFF YEARS FY2018-19	STAFF YEARS FY2019-20	CHANGE FROM PRIOR YEAR
ADM ANALYST II (M)	0.097	0.097	0.097	
ADM OFCR	0.100	0.100	0.100	
AST PW DIR-WASTEWTR SYS	1.000	1.000	1.000	
CHIEF AST PW DIR-CTY ENG	0.150	0.150	0.150	
CIVIL ENGNRG ASSOC	1.000	1.000	1.000	
CIVIL ENGNRG AST	1.000	1.000	1.000	
COLLECTION SYS JOURNEYMAN	3.000	3.000	3.000	
COLLECTION SYS SUPV	1.000	1.000	1.000	
COLLECTION SYS WKR	3.000	3.000	3.000	
EXEC ASST	0.000	0.100	0.100	
FINANCIAL ANALYST	0.000	0.000	0.250	0.250
PRIN CIVIL ENG (M)	0.000	0.000	1.000	1.000
PRIN CLK	0.100	0.000	0.000	
SR ADM ANALYST (M)	0.000	0.000	0.100	0.100
SR CIVIL ENG	1.000	1.000	0.000	-1.000
SR CLK	0.100	0.100	0.100	
TOTAL STAFF YEARS	11.547	11.547	11.897	0.350

Refuse Collection and Disposal Fund

Fund 498



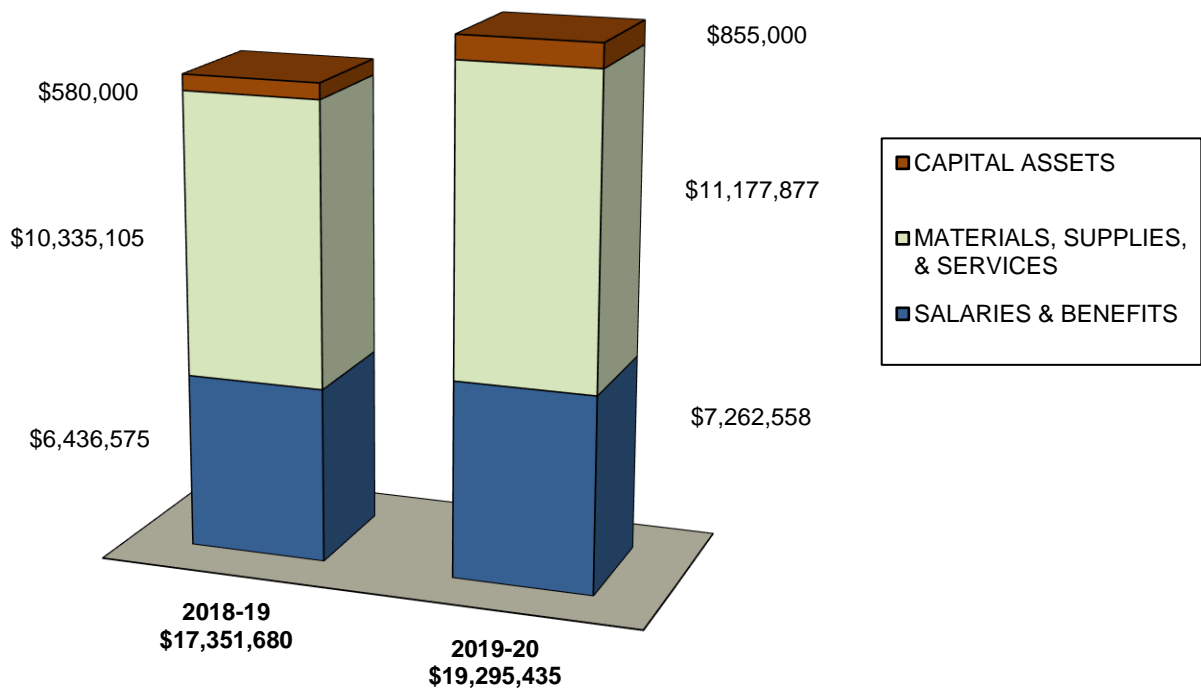
The Refuse Collection and Disposal Fund consists of four sections: Refuse Collection, Refuse Disposal (which includes Landfill Engineering and Operations), Street Sweeping, and Recycling. Revenues are generated from user fees charged to all residents and commercial/industrial users.

Information on Refuse Fund debt service obligations and schedules can be found in the Budget Summaries section under Outstanding Bonded Debt Service Requirements.

FUND SUMMARY

	EXPENDITURES FY2017-18	BUDGET FY2018-19	BUDGET FY2019-20	CHANGE FROM PRIOR YEAR
Staff Years	62.371	62.471	62.821	0.350
Total Revenue	\$ 17,969,473	\$ 18,092,759	\$ 18,131,000	\$ 38,241
Salaries & Benefits	\$ 5,880,983	\$ 6,436,575	\$ 7,262,558	\$ 825,983
Materials, Supplies & Services	10,170,962	10,335,105	11,177,877	842,772
Capital Assets	4,788,316	580,000	855,000	275,000
TOTAL	\$ 20,840,261	\$ 17,351,680	\$ 19,295,435	\$ 1,943,755

FUND SUMMARY



Refuse Collection and Disposal Fund

Refuse Collection Section

498.PW31A



The Refuse Disposal Section operates the City's landfill in accordance with federal, state, county, and local regulations and permits. An operational assessment was conducted in Fiscal Year 2018-19 and recommended changes were implemented. At the present rate of disposal, the permitted landfill capacity which was projected to be filled by 2053, is now projected to last until 2120.

OBJECTIVES

- Maintain safe and adequate landfill operations.
- Compact and cover refuse each day with alternative daily cover (reusable tarps).
- Maintain all records, complete all reports, and comply with permit conditions required by agencies that regulate the landfill.
- Maintain landscaping and irrigation improvements as required by the Conditional Use Permit and the Regional Water Quality Control Board.
- Expand the landfill gas collection system in Landfill No. 3 and operate and maintain the landfill gas collection system.
- Provide landfill gas emissions monitoring, testing, analysis, and reporting.
- Provide groundwater and surface water quality monitoring, including sampling, analysis, and reporting.
- Operate the City's greenwaste transfer site at the landfill.

CHANGES FROM PRIOR YEAR

The Administration Division was reorganized and, as such, 10 percent of the Senior Administrative Analyst position previously funded by the General Fund will now be funded by the Refuse Division.

	EXPENDITURES FY2017-18	BUDGET FY2018-19	BUDGET FY2019-20	CHANGE FROM PRIOR YEAR
Staff Years	45.371	45.471	45.821	0.350
60001.0000 Salaries & Wages	\$ 2,409,821	\$ 2,749,468	\$ 2,919,955	\$ 170,487
60006.0000 Overtime - Non-Safety	64,996	39,167	39,167	
60012.0000 Fringe Benefits	586,025	680,111	691,362	11,251
60012.1008 Fringe Benefits:Retiree Benefits	26,031	29,465	35,304	5,839
60012.1509 Fringe Benefits:Employer Paid PERS	192,637	236,629	275,069	38,440
60012.1528 Fringe Benefits:Workers Comp	298,764	315,092	307,222	(7,870)
60012.1531 Fringe Benefits:PERS UAL	382,081	424,101	470,236	46,135
60012.1532 Fringe Benefits:PERS UAL One-Time	-	-	420,000	420,000
60015.0000 Wellness Program Reimbursement	1,895	-	-	
60020.0000 Projects Salaries	6,476	-	-	
60021.0000 Projects Salaries Overhead	1,889	-	-	
60023.0000 Uniform and Tool Allowance	1,508	-	-	
60027.0000 Payroll Taxes Non-Safety	34,351	39,867	42,339	2,472
60031.0000 Payroll Adjustments	1,795	-	-	
Salaries & Benefits	4,008,809	4,513,900	5,200,654	686,754
62135.0000 Governmental Services	\$ 1,100	\$ 13,450	\$ 13,450	
62140.0000 Special Services	2,019	-	-	
62170.0000 Private Contractual Services	92,489	276,511	276,511	
62170.1001 Temp Staffing	348,146	-	-	
62220.0000 Insurance	184,975	164,181	141,817	(22,364)
62230.0000 PSD Billing Service	980,205	940,000	980,205	40,205
62235.0000 Services of Other Dept - Indirect	926,176	1,070,923	924,283	(146,640)
62240.0000 Services of Other Dept - Direct	3,995	5,275	5,281	6
62300.0000 Special Dept Supplies	74,879	138,500	138,500	
62300.1009 Sp Dept Supplies:Refuse Containers	105,592	100,000	100,000	
62310.0000 Office Supplies, Postage & Printing	904	3,000	3,000	

Refuse Collection and Disposal Fund

Refuse Collection Section

498.PW31A



	EXPENDITURES FY2017-18	BUDGET FY2018-19	BUDGET FY2019-20	CHANGE FROM PRIOR YEAR
62405.0000 Uniforms & Tools	10,441	10,780	10,780	
62440.0000 Office Equip Maint & Repair	4,872	9,260	9,260	
62475.0000 Fund 532 Vehicle Equip Rental Rate	1,474,154	1,313,324	1,317,510	4,186
62485.0000 Fund 535 Communications Rental Rate	74,448	55,143	62,123	6,980
62496.0000 Fund 537 Computer System Rental	9,275	89,134	108,859	19,725
62700.0000 Memberships & Dues	50	756	756	
62710.0000 Travel	-	-	500	500
62755.0000 Training	1,575	5,159	9,000	3,841
63000.0000 Depreciation-Land	2,473	2,472	2,472	
63010.0000 Depreciation-Infrastructure	4,066	4,068	4,068	
63035.0000 Depreciation-Vehicles	492,296	314,256	952,772	638,516
Materials, Supplies & Services	4,794,131	4,516,192	5,061,147	544,955
15101.0000 Vehicles - Clearing	\$ 4,685,844	\$ -	\$ 55,000	\$ 55,000
Capital Assets	4,685,844	-	55,000	55,000
Total Expenses	\$ 13,488,783	\$ 9,030,092	\$ 10,316,801	\$ 1,286,709

Refuse Collection and Disposal Fund

Refuse Disposal Section

498.PW31B



The Refuse Disposal Section operates the City's landfill in accordance with federal, state, county, and local regulations and permits. Based on the present rate of disposal, the permitted landfill capacity is designed to last until the year 2053.

OBJECTIVES

- Maintain safe and adequate landfill operations.
- Compact and cover refuse each day with alternative daily cover (reusable tarps).
- Maintain all records, complete all reports, and comply with permit conditions required by agencies that regulate the
- Maintain landscaping and irrigation improvements as required by the Conditional Use Permit and the Regional Water Quality Control Board.
- Expand the landfill gas collection system in Landfill No. 3 and operate and maintain the landfill gas collection system.
- Provide landfill gas emissions monitoring, testing, analysis, and reporting.
- Provide groundwater and surface water quality monitoring, including sampling, analysis, and reporting.
- Operate the City's greenwaste transfer site at the landfill.

	EXPENDITURES FY2017-18	BUDGET FY2018-19	BUDGET FY2019-20	CHANGE FROM PRIOR YEAR
Staff Years	5.000	5.000	5.000	
60001.0000 Salaries & Wages	\$ 343,021	\$ 354,276	\$ 396,904	\$ 42,628
60006.0000 Overtime - Non-Safety	20,732	19,977	19,977	
60012.0000 Fringe Benefits	84,911	80,702	81,450	748
60012.1008 Fringe Benefits:Retiree Benefits	3,380	3,240	3,882	642
60012.1509 Fringe Benefits:Employer Paid PERS	28,931	31,399	38,452	7,053
60012.1528 Fringe Benefits:Workers Comp	36,392	39,204	40,990	1,786
60012.1531 Fringe Benefits:PERS UAL	38,727	57,538	71,393	13,855
60015.0000 Wellness Program Reimbursement	450	-	-	
60020.0000 Projects Salaries	12,372	-	-	
60021.0000 Projects Salaries Overhead	4,357	-	-	
60027.0000 Payroll Taxes Non-Safety	3,919	5,137	5,755	618
60031.0000 Payroll Adjustments	1,050	-	-	
Salaries & Benefits	578,243	591,473	658,803	67,330
62000.0000 Utilities	\$ 126,365	\$ 105,000	\$ 105,000	
62135.0000 Governmental Services	145,711	127,000	127,000	
62170.0000 Private Contractual Services	785,135	970,000	1,200,000	230,000
62235.0000 Services of Other Dept - Indirect	217,611	322,059	297,137	(24,922)
62300.0000 Special Dept Supplies	5,640	15,000	15,000	
62405.0000 Uniforms & Tools	2,100	2,000	2,000	
62475.0000 Fund 532 Vehicle Equip Rental Rate	491,385	437,775	439,170	1,395
62496.0000 Fund 537 Computer System Rental	1,962	12,863	11,876	(987)
62700.0000 Memberships & Dues	-	650	650	
62710.0000 Travel	-	1,550	500	(1,050)
62755.0000 Training	1,511	3,000	2,750	(250)
62820.0000 Bond Interest & Redemption	99,675	101,288	61,888	(39,400)
62825.0000 Bond Issuance Costs	(68,863)	(68,863)	(68,863)	
62830.0000 Bank Service Charges	4,000	3,955	3,955	
62830.1000 Credit Card Merchant Fees	1,072	-	-	
62920.0000 Trust Fund Set Aside	606,526	575,000	575,000	
63000.0000 Depreciation-Land	74,101	74,100	74,100	

Refuse Collection and Disposal Fund

Refuse Disposal Section

498.PW31B



	EXPENDITURES FY2017-18	BUDGET FY2018-19	BUDGET FY2019-20	CHANGE FROM PRIOR YEAR
63005.0000 Depreciation-Buildings	475	480	480	
63010.0000 Depreciation-Infrastructure	69,657	69,648	69,648	
63035.0000 Depreciation-Vehicles	317,226	315,415	294,495	(20,920)
Materials, Supplies & Services	2,881,289	3,067,920	3,211,786	143,866
15101.0000 Vehicles - Clearing	\$ (9,190)	\$ 580,000	\$ -	\$ (580,000)
15032.0000 Infrastructure-Work In Progress	-	-	800,000	800,000
Capital Assets	(9,190)	580,000	800,000	220,000
Total Expenses	\$ 3,450,342	\$ 4,239,393	\$ 4,670,589	\$ 431,196

Refuse Collection and Disposal Fund

Recycling Section

498.PW31C



The Recycling Section activities include the curbside collection of recyclables for single-family residential, a portion of multi-family residential, and commercial recycling collection. This section also provides public education and outreach on numerous environmental issues, operating several other recycling programs such as used oil recycling, e-waste recycling, battery and fluorescent bulb diversion, and composting. The operation to process recyclables at the Recycle Center is conducted by a private contractor and administered by the Street and Sanitation Division, while in-house City staff conducts the public outreach and administers the other recycling programs.

OBJECTIVES

- Continue the Source Reduction and Recycling Element, as required by the California Integrated Waste Management Act of 1989. Work with the business community to assist them in developing recycling and source reduction plans as mandated by AB 341.
- Continue a comprehensive public awareness program to inform residents about recycling of solid waste and household hazardous waste.
- Operate the Learning Center area with "hands on" exhibits and displays at the Recycle Center. Increase recycling goals to reduce the waste deposited in the landfill by targeting businesses to raise the overall level of business recycling.

	EXPENDITURES FY2017-18	BUDGET FY2018-19	BUDGET FY2019-20	CHANGE FROM PRIOR YEAR
Staff Years	6,000	6,000	6,000	
60001.0000 Salaries & Wages	\$ 407,590	\$ 443,915	\$ 463,413	\$ 19,498
60006.0000 Overtime - Non-Safety	273	4,000	4,000	
60012.0000 Fringe Benefits	86,971	102,132	101,758	(374)
60012.1008 Fringe Benefits:Retiree Benefits	4,065	3,888	4,659	771
60012.1509 Fringe Benefits:Employer Paid PERS	34,779	39,344	44,895	5,551
60012.1528 Fringe Benefits:Workers Comp	18,060	19,633	19,859	226
60012.1531 Fringe Benefits:PERS UAL	53,876	74,857	85,973	11,116
60020.1000 Projects Salaries:Capitalized	(18,955)	-	-	
60021.1000 Projects Salaries Overhead:Capitalized	(11,222)	-	-	
60027.0000 Payroll Taxes Non-Safety	5,751	6,437	6,719	282
60031.0000 Payroll Adjustments	2,870	-	-	
Salaries & Benefits	584,058	694,206	731,276	37,070
62170.0000 Private Contractual Services	\$ 1,313,334	\$ 1,364,750	\$ 1,373,317	\$ 8,567
62235.0000 Services of Other Dept - Indirect	306,024	338,700	352,161	13,461
62300.0000 Special Dept Supplies	20,264	51,250	51,250	
62310.0000 Office Supplies, Postage & Printing	8,891	16,000	16,000	
62405.0000 Uniforms & Tools	815	1,100	1,100	
62420.0000 Books & Periodicals	-	450	450	
62485.0000 Fund 535 Communications Rental Rate	10,002	12,198	12,568	370
62496.0000 Fund 537 Computer System Rental	7,062	22,673	26,780	4,107
62700.0000 Memberships & Dues	3,410	6,500	6,500	
62710.0000 Travel	630	2,160	1,350	(810)
62755.0000 Training	828	2,000	3,750	1,750
62895.0000 Miscellaneous Expenses	6,575	-	-	
63005.0000 Depreciation-Buildings	5,275	5,268	5,268	
63035.0000 Depreciation-Vehicles	913	-	2,736	2,736
Materials, Supplies & Services	1,684,023	1,823,049	1,853,230	30,181
15022.0000 Buildings-Work In Progress	\$ 84,278	\$ -	\$ -	
15101.0000 Vehicles - Clearing	27,384	-	-	
Capital Assets	111,662	-	-	
Total Expenses	\$ 2,379,742	\$ 2,517,255	\$ 2,584,506	\$ 67,251

Refuse Collection and Disposal Fund

Street Sweeping Section

498.PW32C



The Street Sweeping Section is responsible for sweeping the streets in the industrial, commercial, and residential areas of the City. This Section also manages the transportation of debris from street dumping sites to the greenwaste recycler.

OBJECTIVES

- Sweep 44,000 curb miles of City streets and alleys annually.
- Remove sweeper debris and haul it to the landfill for recycling.
- Meet State requirements to provide an acceptable level of street and alley sweeping.

	EXPENDITURES FY2017-18	BUDGET FY2018-19	BUDGET FY2019-20	CHANGE FROM PRIOR YEAR
Staff Years	6,000	6,000	6,000	
60001.0000 Salaries & Wages	\$ 330,743	\$ 382,548	\$ 405,563	\$ 23,015
60006.0000 Overtime - Non-Safety	141	1,044	1,044	
60012.0000 Fringe Benefits	82,803	92,561	93,068	507
60012.1008 Fringe Benefits:Retiree Benefits	3,575	3,888	4,659	771
60012.1509 Fringe Benefits:Employer Paid PERS	27,811	33,905	39,291	5,386
60012.1528 Fringe Benefits:Workers Comp	52,636	54,513	53,534	(979)
60012.1531 Fringe Benefits:PERS UAL	59,638	62,990	68,785	5,795
60015.0000 Wellness Program Reimbursement	900	-	-	
60020.0000 Projects Salaries	39,868	-	-	
60021.0000 Projects Salaries Overhead	17,726	-	-	
60027.0000 Payroll Taxes Non-Safety	3,989	5,547	5,881	334
60031.0000 Payroll Adjustments	489	-	-	
Salaries & Benefits	620,318	636,996	671,825	34,829
62000.0000 Utilities	\$ 65,281	\$ 91,320	\$ 91,320	
62235.0000 Services of Other Dept - Indirect	-	53,779	295,275	241,496
62300.0000 Special Dept Supplies	4,429	4,300	4,300	
62475.0000 Fund 532 Vehicle Equip Rental Rate	746,352	766,367	639,562	(126,805)
62496.0000 Fund 537 Computer System Rental	430	9,478	18,357	8,879
62755.0000 Training	2,700	2,700	2,500	(200)
Materials, Supplies & Services	819,192	927,944	1,051,714	123,770
Total Expenses	\$ 1,439,510	\$ 1,564,940	\$ 1,723,539	\$ 158,599

Refuse Collection and Disposal Fund

Authorized Positions



CLASSIFICATION TITLES	STAFF YEARS FY2017-18	STAFF YEARS FY2018-19	STAFF YEARS FY2019-20	CHANGE FROM PRIOR YEAR
ADM OFCR	0.190	0.190	0.190	
AST PW DIR-STR&SANT	0.350	0.350	0.350	
CEMENT FINISHER	0.050	0.050	0.050	
CHIEF AST PW DIR-CTY ENG	0.125	0.125	0.125	
EXEC AST	0.000	0.100	0.100	
FINANCIAL ANALYST	0.000	0.000	0.250	0.250
FLEET MAINT TECH	3.141	3.141	3.141	
FLEET SRVS SUPV	0.300	0.300	0.300	
FLEET SUPT	0.150	0.150	0.150	
HEAVY EQUIP OP	2.300	2.300	2.300	
HEAVY TRUCK DRIVER	1.300	1.300	1.300	
INTERMEDIATE CLK	2.000	2.000	2.000	
LANDFILL LEADWKR	1.000	1.000	1.000	
LANDFILL SUPV	1.000	1.000	1.000	
MOTOR SWEEPER OP	5.000	5.000	5.000	
PW JOURNEYMAN	0.100	0.100	0.100	
PW SUPV	1.050	1.050	1.050	
RECYCLING CORD	1.000	1.000	1.000	
RECYCLING SPECIALIST	1.000	1.000	1.000	
SKILLED WKR	0.500	0.500	0.500	
SOLID WASTE LEADWKR	1.000	1.000	1.000	
SOLID WASTE SUPV	2.000	2.000	2.000	
SOLID WASTE TRUCK OP	25.743	25.743	25.743	
SOLID WASTE UTILITY WKR	2.000	2.000	2.000	
SR ADM ANALYST (M)	1.000	1.000	1.100	0.100
SR CLK	3.000	3.000	3.000	
SR FLEET MAINT TECH	1.000	1.000	1.000	
SR SEC	1.000	1.000	1.000	
STR MAINT LEADWKR	0.050	0.050	0.050	
TIRE MAINT WKR	0.319	0.319	0.319	
UTILITY WKR	4.000	4.000	4.000	
WELDER	0.203	0.203	0.203	
WK TRAINEE I	0.500	0.500	0.500	
TOTAL STAFF YEARS	62.371	62.471	62.821	0.350

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